

Offeror will report within 45 days of the end of any quarter, energy use by fuel type and quantity for the entire building, and if not totally occupied by the EPA, total building energy use and EPA's share of same. Data shall be sufficient to allow EPA to compute an energy intensity figure of BTU's per square foot. If the building has unusual energy features, including self generation or co-generation facilities, the Offeror and Contracting Officer shall mutually agree on an adequate energy reporting regimen. Quarters end March 31, June 30, September 30, and December 31.

Bills based on readings on or before the 15th of the month are considered to be the energy bill for the previous month, (i.e., a bill based on a March 10th reading would be considered the February bill, a bill based on a March 20th reading would be considered the March bill.)

Reports are to be sent to:

U.S. EPA

Sustainable Facilities Practices Branch

Energy Data Coordinator

1200 Pennsylvania Avenue, N.W., (3204R)

Washington, D. C. 20460

cc: Region 8 – Facilities Manager, TMS-4, and by email to EPA's energy reporting contractor at: epafacil@erg.com

The Government reserves the right to ask for copies of actual energy invoices including usage, billing and demand charge data. This data will be used as part of EPA's extensive energy use and reporting system.

7.7 UTILITIES: SEPARATE FROM RENTAL

- A. The Offeror shall specify which utilities, if any, are excluded from the rental consideration. If any such utilities are excluded, the Offeror shall obtain a statement from a registered professional engineer stating that all HVAC, plumbing, and other energy-intensive building systems can operate under the control conditions stated in this SFO. The statement shall also identify all building systems which do not conform to the system performance values, including the "recommended" or "suggested" values of ANSI/ASHRAE Standard 90.1, *Energy Efficient Design of New Buildings Except Low-Rise Residential Buildings*, or more restrictive state/local codes.
- B. The Lessor shall provide separate meters for utilities to be paid for by the Government as part of the cost of TI's. The Lessor shall furnish in writing to the Contracting Officer, prior to occupancy by the Government, a record of the meter numbers and verification that the meters measure Government usage only. Proration is not permissible. In addition, an automatic control system shall be provided to assure compliance with heating and air conditioning requirements. Refer to the MECHANICAL, ELECTRICAL, PLUMBING section of this SFO.

7.8 BUILDING OPERATING PLAN

The Offeror shall have a building operator that shall meet the requirements of ISO 14001, an Environmental Management System certified and submit a plan for building operations. The plan should address: purchase and use of green cleaning products; environmental protections and schedules for future repairs, cyclical maintenance and construction in occupied spaces. After building occupancy the Offeror shall conduct all repairs, construction and maintenance using environmentally preferred, low VOC, non-irritating chemicals. Painting shall occur after working hours, with adequate ventilation provided and time for air out of the tenant spaces.

7.9 JANITORIAL SERVICES

- A. Cleaning shall be performed during evening hours.

B. SELECTION OF CLEANING PRODUCTS:

The Offeror shall be required to use cleaning products considered environmentally preferable by the Government in the fulfillment of regular housekeeping duties and requirements. Acceptable products are those which meet the most current edition of the Green Seal GS-37 Standard for General Purpose, Bathroom and Glass Cleaners Used for Industrial and Institutional Purposes, the Green Seal GS-34 Standard for Cleaning/Degreasing Agents, or the City of Santa Monica, California, Custodial Products Bid Specifications. Vendors with products currently meeting at least one of these standards include: The Clean Environment, Rochester Midland, Church and Dwight, Orison or equivalent. Examples of acceptable products may be found at <http://pub.fss.gsa.gov/enviro/clean-prod-catalog.html>.

C. SELECTION OF PAPER PRODUCTS:

The Offeror shall select paper and paper products (i.e., bathroom tissue and paper towels) with recycled content conforming to EPA's CPG.

D. The Lessor shall maintain the leased premises, including outside areas, in a clean condition and shall provide supplies and equipment. The following schedule describes the level of services intended. Performance will be based on the Contracting Officer's evaluation of results, not the frequency or method of performance.

1. **Daily.** Empty trash receptacles, and clean ashtrays. Sweep entrances, lobbies, and corridors. Spot sweep floors, and spot vacuum carpets. Clean drinking fountains. Sweep and damp mop or scrub toilet rooms. Clean all toilet fixtures, and replenish toilet supplies. Dispose of all trash and garbage generated in or about the building. Wash inside and out or steam clean cans used for collection of food remnants from snack bars and vending machines. Dust horizontal surfaces that are readily available and visibly require dusting. Spray buff resilient floors in main corridors, entrances, and lobbies. Clean elevators and escalators. Remove carpet stains. Police sidewalks, parking areas, and driveways. Sweep loading dock areas and platforms. Clean glass entry doors to the Government-leased area.
2. **Three Times a Week.** Sweep or vacuum stairs. LCO13980
3. **Weekly.** Damp mop and spray buff all resilient floors in toilets and health units. Sweep sidewalks, parking areas, and driveways (weather permitting).
4. **Every Two Weeks.** Spray buff resilient floors in secondary corridors, entrance, and lobbies. Damp mop and spray buff hard and resilient floors in office space.
5. **Monthly.** Thoroughly dust furniture. Completely sweep and/or vacuum carpets. Sweep storage space. Spot clean all wall surfaces. Shampoo entrance and elevator carpets.
6. **Every Two Months.** Damp wipe toilet wastepaper receptacles, stall partitions, doors, window sills, and frames.
Three Times a Year. Dust wall surfaces vertical surfaces and under surfaces. Clean metal and marble surfaces in lobbies. Wet mop or scrub garages.
7. **Twice a Year.** Wash all interior and exterior windows and other glass surfaces. Strip and apply four coats of finish to resilient floors in toilets. Strip and refinish main corridors and other heavy traffic areas.
8. **Annually.** Wash all Venetian blinds, and dust 6 months from washing. Vacuum or dust all surfaces in the building, including light fixtures. Strip and refinish floors in offices and secondary lobbies and corridors. Shampoo carpets in corridors and lobbies. Clean balconies, ledges, courts, areaways, and flat roofs.
9. **Every Two Years.** Shampoo carpets in all offices and other non-public areas.
10. **As Required.** Properly maintain plants and landscaping. Provide initial supply, installation, and replacement of light bulbs, tubes, ballasts, and starters. Replace worn floor coverings (this includes the moving and returning of furnishings). Control pests as appropriate, using Integrated Pest Management techniques.

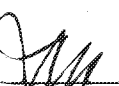
7.10 SNOW REMOVAL

Offeror shall provide snow and ice removal services for the Government Monday through Friday (holidays excepted). Parking, dock and all exterior surfaces are to be cleared when the snow accumulation exceeds 2 inches. Sidewalks, walkways and other entrance areas shall be cleared of snow/and or ice regardless of accumulation. Snow removal shall take place no later than 5:00 AM. Should accumulation continue throughout the day, the Offeror, (building manager) is responsible to contact the snow removal contractor to request additional services. In addition to snow removal, the Lessor shall make sure that the walkways, sidewalks and parking areas are free of ice. After ice and snow have generally melted, excess buildup of sand and/or ice melt shall be removed to alleviate any potential slip hazards.

7.11 SCHEDULE OF PERIODIC SERVICES

Within 30 days after occupancy by the Government, the Lessor shall provide the Contracting Officer with a detailed written schedule of all periodic services and maintenance to be performed other than daily, weekly, or monthly.

7.12 LANDSCAPE MAINTENANCE


LESSOR


GOVT.